

SEP
FILE *Opping Budget*
21 SEP 1965

MEMORANDUM FOR: Director of Budget, Program Analysis, and Manpower

SUBJECT : Administrative Accomplishments in the Support
Directorate

REFERENCE : Memo dtd 9 Sept 65 to Heads of Depts and Agencies
fr SA to the Pres, re same subject

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1. In compliance with [] verbal request, we are submitting
as an attachment several examples of accomplishments in the Support
Directorate which respond to subparagraph (b) of the reference.

2. We have not experienced any major administrative accomplishments
in the sense of single major reorganizations or complete reorientation of
functions of major components resulting in substantial savings in money and
manpower. The many accomplishments we have effected are more modest
but in the aggregate have been significant in terms of cost reductions.
Other examples which might be cited are adoption of [] travel,
reduced investigative time for security clearance cases, and extensive and
rewarding studies of resources utilization by the Systems Analysis
Improvement Staff.

SIGNED

R. L. Bannerman
Deputy Director
for Support

Attachment:
Support Directorate Accomplishments

DSPA-DD/S:FHM:fms (21 Sept 65)

Distribution:

Orig & 1 w/att - Adse
1 w/o att - DD/S Chrono
✓ 1 w/att - DD/S Subject

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THE WHITE HOUSE

WASHINGTON

September 9, 1965

BPAM 65-0730

MEMORANDUM FOR HEADS OF DEPARTMENTS AND AGENCIES

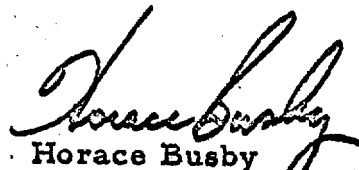
By October 1, the President would like to have from each Department and Agency a comprehensive report listing the following:

(a) Legislative innovations, breakthroughs and departures achieved during his Administration.

✓ (b) Major administrative accomplishments during the same period -- such as reorganization, cost reduction measures, etc.

Reports should describe in factual detail the immediate significance of such achievements and, where appropriate, project the longer term implications and impact for the future. Such projections should be treated as confidential for the President's own review.

Please file your reports to my office no later than Friday, October 1, 1965.



Horace Busby
Special Assistant to the President